



PANHANDLE HEALTH DISTRICT

Healthy People in Healthy Communities

8500 N. ATLAS ROAD
HAYDEN, IDAHO 83835
<http://www2.state.id.us/phd1>

**DISTRICT 1 BOARD OF HEALTH MEETING
AND PUBLIC HEARING
8500 N. ATLAS ROAD, HAYDEN, IDAHO 83835
March 27, 2008
Minutes**

Board Members Present:

Marlow Thompson, Chairman
Chris Beck, Vice Chairman
Allen Banks, Ph.D.
Sharon Connors
Walt Kirby
Dale VanStone

Members Excused:

Richard McLandress, M.D

Staff Present:

Jeanne Bock
Mary DeTienne
Jim Fenton
Mashelle Kenney
Dale Peck
Cynthia Taggart
Lora Whalen

Tanya Chesnut
Mark Anderson
Jerry Cobb

Guests Present:

Nancy Stricklin

Chairman Thompson called the Board of Health meeting to order at 1:00 p.m.

Review of Minutes—February 28, 2008, Board of Health Meeting– Marlow Thompson

Chairman Thompson asked if there were any corrections or changes to the minutes of the February 28, 2008, Board of Health meeting.

MOTION: Dr. Banks moved to approve the minutes of the February 28, 2008, Board of Health meeting; seconded by Mr. VanStone. All in favor; passed unanimously. Minutes approved as submitted.

Leuty Building Property Sale Agreement Public Hearing – Marlow Thompson

At 1:00 p.m., Chairman Thompson opened the public hearing for comments to ratify the Leuty Building property sale agreement between Panhandle Health District and Benewah County. Legal Description: Lots 1 and 2, Block 6 West Addition to the City of St. Maries, according to the recorded plat thereof.

Chairman Thompson reported that the Benewah County Commissioners had their public hearing on Monday and received no comments (meeting minutes attached). Chairman Thompson made three calls for comments and none were received. There were no objections for this sale.

MOTION: Mr. Beck moved to approve ratification of the Leuty Building sale agreement; seconded by Mr. Kirby. All in favor; a roll call vote was taken: Ms. Connors, Dr. Banks, Mr. VanStone, Mr. Beck, and Mr. Kirby all were present and vote yes. Motion carried.

Fiscal Report – Jim Fenton

▪ **Panhandle Area Council (PAC) Loan Update**

Mr. Fenton has been working with PAC and looking at PHD's cash flow, balance and reserves. He and Ms. Bock have concluded that the amount needed to borrow for the project is \$1,000,000. The interest rate is 5.6% this week. Mr. Fenton showed an amortization calendar at that rate.

Mr. Fenton has been assured that the bank is committed and ready to go forward, however, the prepayment penalty is important to consider. The written document of the provision indicates that the prepayment is at the discretion of the bank. PHD Administration and the Board are uncomfortable with the language in the provision. Ms. Stricklin advised that the provision states that there is a prepayment penalty, so if a banker promises there will be no prepayment penalty, it is should be in writing.

MOTION: Mr. Beck moved that the Board direct Mr. Fenton to proceed with funding from PAC and the bank, and to pursue having the wording changed on the prepayment penalty provision; Mr. Fenton should also start the process with IHFA as a back-up if the PAC funding doesn't work out. Seconded by Mr. Kirby. All in favor; passed unanimously. Motion carried.

▪ **FY08 Budget Monthly Report**

Mr. Fenton shared hard copies of the monthly financial report with the Board.

Director Report

▪ **St. Maries Building Project – Mark Anderson**

Mark Anderson reported that the St. Maries project is ahead of schedule. A completion date of June 13 is projected with a move-in date of June 30. The project superintendent feels confident that they will be completed by mid-June.

Mr. Anderson explained the three change order proposals so far. The reason for the curb and gutter increases was to meet new city ordinance standards which resulted in increased cost. Ms. Stricklin said according to case law, the application for the original permit should stand firm as it was approved. She will contact the city attorney.

▪ **Trustee Conference Calls and Legislation – Chris Beck**

Mr. Beck reported that the Day Care and Midwifery bills were held in committee and will be presented again next year, and SB 1384 passed, which amends existing law to revise the powers and duties of the district boards of health. The purpose is to clarify that Public Health Districts are not a political subdivision of the state similar to counties or cities, but are rather independent public bodies similar to special purpose districts.

▪ **Fee Change Request**

FACH – Lora Whalen presented the proposed FY09 fees for FACH to the Board and explained that the APA methodology was used to calculate the increase. Ms. Whalen stated that 80-85% of FACH clients are in the A and B categories.

MOTION: Mr. Beck moved to approve posting the proposed FY09 FACH fee increases for public hearing; seconded by Mr. VanStone. All in favor, passed unanimously. Motion carried.

EH – Dale Peck presented the proposed FY09 fees for EH to the Board and is proposing an increase from \$760 for a full septic permit to \$860 for a single family system. The proposed increase to the subdivision plat review fee will increase from \$100 to \$200.

MOTION: Mr. VanStone moved to approve posting the proposed FY09 EH fee increases for public hearing; seconded by Dr. Banks. All in favor, passed unanimously. Motion carried.

Dr. Banks was excused at 2:30.

▪ **FY09 Budget**

Mr. Fenton presented the proposed FY 09 budget.

- Total personnel costs decreased by 1.5%.
- Salary increase of 3% for the merit pool distributed next January.
- Operating expenditures changed slightly.
- Capital decreased by 90% due to the St. Maries project completion scheduled for summer, 2008.
- Governor Otter signed an appropriation bill for \$10,799,300 to be distributed by the code formula to all health districts.
- The Home Health Health Maintenance program will not carry forward to FY 09. The services will be curtailed by the end of this fiscal year. Mary DeTienne will evaluate and transition staff time to skilled Home Health services where needed.

Mr. Fenton asked the Board if they accepted the budget as presented or would they prefer to have another meeting to review further on April 10. Mr. VanStone agreed that there is not much to negotiate since this is a very lean budget. Mr. Fenton added that the Health Maintenance program is the major change to the budget as well as increasing the amount of general funds into the Home Health Budget.

MOTION: Mr. Vanstone moved that the Board approve the proposed FY09 budget as presented and move forward to have the budget meeting on April 24, with the budget hearing on May 22. All in favor; passed unanimously. Motion carried.

▪ **Resolutions**

Three resolutions drafted by other districts were distributed to the Board: The Midwifery Voluntary Licensure, The Food Establishment License Fee and the Nurse Home Visitation. The Board has to be aware of the resolutions 60 days prior to voting on, which will be in May at IAB. Further discussion is scheduled for the April BOH meeting.

▪ **Whistle Blower Policy**

Ms. Stricklin has reviewed the Draft Whistle Blower Policy that was distributed to the Board and recommends we approve this policy.

MOTION: Mr. Kirby moved to approve the Whistle Blower Policy, 3-16; seconded by Ms. Connors. All were in favor; passed unanimously. Motion carried.

Bunker Hill Superfund Site – ICP Land Transfer – Jerry Cobb

Jerry Cobb explained the history of the land transfer of parcels acquired by EPA through bankruptcy proceedings for the purpose of remediation. EPA is required to transfer these properties to the State when remediation is complete. A couple hundred acres have already been transferred to Eagle Crest golf course.

The transfer that PHD is requesting, if approved by the Board, is a governmental transfer of just under two acres of frontage property located in the southern end of Government Gulch. It would be an ideal site for storing dirt, gravel and constructing a storage building to store equipment. Mr. Cobb is requesting the Board's approval to submit a proposal for the land transfer.

MOTION: Mr. VanStone moved to approve the Land Transfer proposal from the State to PHD for the use of the Institutional Controls Program in Kellogg; second by Mr. Kirby.

Discussion: Mr. Cobb will proceed with sending the proposal signed by the District Director application to DEQ, and then he will obtain a survey of the property.

Chairman Thompson called for the question: All were in favor of the proposal. Motion carried.

Executive Session to Discuss Legal Matters - Pursuant to IC 67-2345(b and f) and Litigation

MOTION: At 3:15 p.m., Mr. Beck moved that the Board go into Executive Session to discuss legal matters pursuant to Idaho Code 67-2345(b and f); seconded by Mr. VanStone. Roll call was taken – Chairman Thompson, Mr. Beck, Ms. Connors, Mr. Kirby and Mr. VanStone were present. All were in favor of the motion; passed unanimously. Motion carried.

At 3:40, the Board returned to regular session. There being no further business, the meeting adjourned at 3:40 p.m.

Adjourn


Marlow Thompson, Chairman 4/24/08
Date


Jeanne Bock, Director and 4/24/08
Secretary to the Board Date

PUBLIC NOTICE

Public Notice is hereby given that the Panhandle Health District will meet on Thursday, April 24, 2008, at 1:00 p.m., 8500 N. Atlas Road, Hayden, Idaho, for the purpose of adopting the following fee revisions for Family and Community Health and Environmental Health divisions. Any citizen may appear for public comment regarding any of these proposed fee increases.

Family and Community Health Division Fee Changes

(Changes only)

	Current FY08 Fee	Proposed FY 09 Fee
Family Planning Services (last revised FY 08)		
IUD Insertion	\$0-\$166	\$0-\$197
All Other Family Planning Services	\$0-\$117	\$0-\$126
STD Services	\$28-\$69	\$30-\$76
Child Immunizations (<i>No child denied vaccines for inability to pay</i>)		
Immunizations Services	\$10-\$14	\$14
Adult Immunizations Administration fee +cost of vaccine	Administration Fee	Administration Fee
1 Vaccine	\$35	\$25
2 Vaccines	\$35	\$45
3+ Vaccines	\$35	\$55

Family and Community Health fees are based upon the actual cost of providing the service.
Family Planning services are offered using a sliding scale that is based on client income.

Environmental Health Division Fee Changes

(Changes only)

	Current FY08 Fee	Proposed FY 09 Fee
Sewage Disposal		
Single Residence Subsurface Sewage Site Evaluation	\$500	\$580
Single Residence Subsurface Sewage Permit	\$260	\$280
Two-Party Subsurface Sewage Site Evaluation	\$550	\$630
Two-Party Subsurface Sewage Permit	\$300	\$320
Subdivision Plat Review Fee	\$100	\$200

**BENEWAH COUNTY COMMISSIONERS
MINUTES OF MEETING
March 24, 2008**

Be it remembered that at this time the Board of County Commissioners met in continuation of the regular session. The meeting was opened by Chairman Jack Buell.

Present:	Jack Buell	Chairman
	Norman "Bud" McCall	Commissioner
	Terry Doupe'	Commissioner
	J. Michele Reynolds	Clerk
	Nancy Wolff	Attorney

The Board met at 8:00 a.m., whereupon the following proceedings were had to-wit:

ST. MARIES GOLF COURSE: Mayor Allen appears to discuss the plans of the golf course. Chuck Chase will begin April 1, 2008 as grounds manager. He will collect green fees and turn the fees over to the County Auditor's office every Monday. Memberships will be purchased through the County Auditor's office. The restaurant and lounge will remain closed until a business/lease agreement can be negotiated. The St. Maries Golf Association will be contacted after they have their first meeting in April.

RIVER ON THE DALE: Nancy Wolff reported to the Board that the real property owned by Bob Holland's corporation had been sold to another party. The development agreement with the County, City of St. Maries and Waterford needs to be reviewed. It is unknown at this time whether the subdivision will be finished or the preliminary plat withdrawn.

MINUTES: Commissioner Doupe' moves to approve the minutes of the meeting held on March 10, 2008. McCall 2nd. All in favor.

MAIL BALLOT PRECINCTS: Benewah County does not have any precincts that qualify for all mail ballots.

FOREST SERVICE ROADLESS AREA COMMENTS: Nancy Wolff discussed with the Board the two draft comments she received from the Idaho Association of Counties regarding the Forest Service Roadless Area. Commissioner Buell moves to approve a comment letter be drafted by Ms. Wolff generally supporting the Forest Service's Roadless Area Plan. McCall 2nd. All in favor.

BASIN ENVIRONMENTAL IMPACT PLANNING COMMISSION: The BEIPC Recreation Site Inventory was referred to Nancy Wolff.

DEPARTMENT OF ENVIRONMENTAL QUALITY HANDBOOK: Continued to next meeting April 14, 2008.

COMMUNITY ACTION PARTNERSHIP FEDERAL ASSISTANCE APPLICATION: No comment will be made to the USDA Rural Development Housing Preservation grant application.

ENVIRONMENTAL PROTECTION AGENCY: The EPA has granted additional time to comment on the Coeur d'Alene Tribe's request for Partial Delegation of Administrative Authority for selected provision of the Federal Air Rules for Reservations to April 15, 2008. Matter continued to April 14, 2008.

FAIR HOUSING PROCLAMATION: Commissioner Buell moves that April be declared Fair Housing Month. McCall 2nd. All in favor.

EMIDA ROAD NAME CHANGE REPORT: Continued to April 14, 2008.

APPLIED COMMUNICATIONS: Kate McMahon appeared before the Board with an update on the Growth Management Project. She will meet with the City Council and the County Planning and Zoning Board tonight regarding the joint board in the impact area. This will be her last visit to St. Maries and the final report will be mailed in disk form.

BENEWAH COMMUNITY HOSPITAL: Brian Nall appears with an update of hospital operations to the Board. He reports that the January and February operations went well. 30 days cash on hand looks good. The hospital is still in the process of recruiting two candidates. This years marks the 50th anniversary of the hospital. A special committee has been formed to plan a celebration this summer. The hospital still has an interest in the Leuty Building. In the year 2010 the bonds will be paid off and will be looking into remodeling. Commissioner Doupe' questions the yellow pages ad. Mr. Nall will look into it. The fee scale is going well and may be able to reduce it a little more. Free health clinic has helped the hospital.

OLD COUNTY ROAD/STAGECOACH ROAD: Scott Jamar and Mr. Rothstad appear requesting clarification on the Old County Road and the Stagecoach Road which seem to be one and the same. A legal description of Stagecoach Road and Old County Road is needed and the county right of way. Ms. Wolff advises that the petition process should be started under Title 40 for a vacation.

LEUTY BUILDING: Commissioner Buell moved to open the public hearing regarding the purchase of the Leuty Building at 10:14 a.m. McCall 2nd. All in favor. The Clerk performed a "hall call" to see if anyone was interested in attending the hearing. No one appeared to testify in favor or opposition of the County to purchase the Leuty Building. The hearing closed at 10:15 a.m.

LEUTY PLAQUE: Commissioner Doupe' comments that Mr. Leuty's daughter requested she be given the plaque that is inside the Leuty Building. No objection from the Board. (This is not the plaque on the outside of the building.)

S.L. START: Nancy Wolff informs the Board that S.L. Start contacted her to extend the rent lease in the Federal Building to the end of April, 2008. Approved.

BENEWAH ROAD ROCK PIT: Howie and Maureen Hodgson appear to discuss selling rock to the County. Their pit has some rock shot on the ground and would like to open it up to shoot some more. They suggest \$.25 – \$.50 (cents) per yard. Approximately 20,000 tons was drilled by No. Idaho Drilling. The pit will be viewed and the offer will be taken under advisement.

EXECUTIVE SESSION: Commissioner Buell moves to enter into Executive Session at 10:28 a.m. pursuant to Idaho Code Section 67-2345(b) personnel. All present: Commissioners Buell, McCall and Doupe', Attorney Nancy Wolff and Clerk J. Michele Reynolds. Adjourned at 10:36 a.m.

FOREST SERVICE: Chuck Mark with the Forest Service appears with an update to the Board. The Bussell Project was discussed. Timber did not sell last year, so this year helicopter yarding was made optional. It takes approximately 10 years to log a timber sale. Mr. Mark talked with Bureau of Land Management regarding Rochet Creek which is a challenge of being steep and lack of access, but the discussion with BLM is showing progress. The fire alarm in the Federal Building was good-the evacuation plan went well. The company who monitors the fire alarm needs to have the list of contacts updated. The

Sheriff and the City of St. Maries will be contacted on the response time. The travel management update went well, a good diverse group was represented.

ASSESSOR: Teresa Jeffrey, Assessor, requests a continuance to a date to be determined.

TAX CANCELLATIONS: Sara Renner, Treasurer appears with the following extension and tax cancellation requests:

Sisson & Reeves ask for extensions	Approved
Parcel #PP190206 Safety-Kleen System \$15.28	Approved

SOCIAL SERVICES: Linda Law appears with the following indigent applications: 6 denials, 1 amended approval and 1 hearing continuance.

AREA AGENCY ON AGING: Michael and Terry Lape, Pearl Bouchard, Marilyn Anders, Cindy Mottern and Rose Spencer from the Area Agency on Aging and Senior Meal Sites appear to update the Board on their agencies. They would request that Norm Suenkel, Emergency Services, come to the center and discuss a disaster plan with the seniors. They have a video available on disaster preparedness for seniors upon request. They would like to meet with the disaster planning group. Thanks to the Board for keeping the St. Maries Senior Mealsite open in the Leuty Building. They extend an invitation to the Board to visit the Fernwood and outlying area mealsites. Many seniors are served with good meals through this program. The cooks are paid and the rest are volunteer. It is a much needed service for the county.

SNOWMOBILE GROOMER: Deanna Bramblett, Bookkeeper, appears and discusses the request of Jim Schwartzman needing approximately \$20,000.00 for new tracks for the snowmobile groomer. The budget was reviewed. Commissioner Buell moves to approve. McCall 2nd. All in favor.

Meeting adjourned at 12:15 p.m.

Minutes read and approved this 14th day of April, 2008.

By the Board of Benewah County Commissioners:

_____ Jack A. Buell, Chairman	_____ N.L. “Bud” McCall	_____ Terry Doupe’
----------------------------------	----------------------------	-----------------------

Attest:

J. Michele Reynolds, Clerk